



## Management Systems

## MANAGEMENT BULLETIN

<b>Subject:</b> Child Care Annual Aggregate Report and Instructions (CD-800) for FFY 2000-2001	<b>No:</b> 01-13
<b>Authority:</b> Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PL 104-193)	<b>Date:</b> September 2001
<b>Reference:</b> Management Bulletin (MB) 00-27 (November 2000)	<b>Expires:</b> After Submission of CD-800 for FFY 2000-2001

### **ATTENTION: EXECUTIVE OFFICERS/SUPERINTENDENTS AND PROGRAM DIRECTORS OF ALL CHILD DEVELOPMENT DIVISION (CDD) CHILD CARE AND DEVELOPMENT SERVICES CONTRACTS**

#### **PURPOSE**

The purpose of this management bulletin is to remind **all** agencies administering CDD-subsidized child care and development services contracts of the annual CD-800 reporting requirement. This requirement covers children, families, and providers of CDD-subsidized child care and development services. Agencies must complete the form CD-800 AP for each Alternative Payment (AP) contract and CD-800 CBFH for each center based and family child care home contract. Resource and Referral agencies do not need to submit reports. CDE will estimate their information.

#### **BACKGROUND**

This is the fifth year for this federally-mandated report. The report provides the federal Department of Health and Human Services with information for Congress on families and children served by the Child Care and Development Fund (CCDF) and the required state match. It is also critical in determining if California is meeting its general fund maintenance of effort requirements for Temporary Assistance to Needy Families (TANF). In addition, the information is useful in State policy and budget decision making. **Contractors that do not report are subject to withholding of their child development apportionments, consistent with their funding terms and conditions.** Agency failure to report can also result in the loss of federal money for California's CalWORKs program as well as in CCDF penalties from the federal government.

This report provides an unduplicated count of children, families, and providers of CDD-subsidized child care and development services. This report is for families and children who actually received CDD-subsidized child care and development services. **Do not include full cost families.**

## **INSTRUCTIONS**

Agencies must report unduplicated counts of families, children, and providers regardless of contract type. Unduplicated counts of families and children who received CDD-subsidized child care are derived as follows:

Count the number of families and children receiving services as of October 1, 2000. Then add the number of new families/children served for the period of October 2, 2000 through September 30, 2001.

*Example:*

Month	Number of Families Served October 1, 2000	Number of Families Added											
		10/2/00-10/31/00	11/00	12/00	1/01	2/01	3/01	4/01	5/01	6/01	7/01	8/01	9/01
Families	100	3	20	10	10	0	10	10	0	0	8	0	0

Total Number of Families = 171

If your agency has any of the contract types listed below, use the CD-800 AP Annual Aggregate Report form. Fill out one form for each contract type that your agency has.

**FAPP** CCDF Alternative Payment  
**FCPS** CCDF Child Protective Services  
**FMAP** CCDF Migrant Alternative Payment  
**F2AP** CCDF AP Stage 2  
**F3TO** CCDF AP Stage 3  
**GAPP** Alternative Payment  
**GCPS** Child Protective Services  
**G2AP** CalWORKs (Stage 2)  
**G3TO** AP Stage 3 POST TCC

If your agency has any of the direct service contract types listed below, use the CD-800 CBFH Annual Aggregate Report form. Fill out one form for each contract type that your agency has.

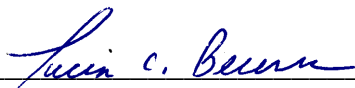
**GCAM** Campus With Match  
**GCTR** General Child Care  
**GFCC** Family Child Care Homes  
**GHAN** Handicapped Child Care  
**GHUD** HUD Child Care  
**GLTK** Extended Day Care (Latchkey)  
**GMIG** Migrant Child Care  
**GPRES** State Preschool  
**GWAP** Full Day Preschool Wrap Around  
**FCTR** CCDF Centered Based  
**FFCC** CCDF Family Child Care Homes  
**FHUD** CCDF HUD Child Care

Provide copies of this Management Bulletin and instructions to individuals assigned to compile this report. Complete one report for each CDE contract you have. Return completed report(s) by November 15, 2001, to the following address:

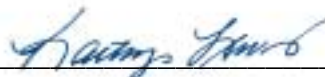
California Department of Education  
Management Systems  
560 J Street, Suite 260  
Sacramento, CA 95814

Indicate **CD-800** on the outside of the envelope to help the Department sort incoming reports. Management Bulletin 00-27 is rescinded.

Any questions may be addressed to your assigned consultant (see attached listing for phone numbers and e-mail addresses). In addition, you may e-mail questions to [cdmis@cde.ca.gov](mailto:cdmis@cde.ca.gov).



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Child, Youth and Family Services Branch



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Child, Youth and Family Services Branch

Attachments:

CD-800 AP Report  
CD-800 CBFH Report  
Child Development Division Consultant List

This Management Bulletin is mandatory only to the extent that it cites specific statutes and/or regulatory requirements. Any part of this bulletin that is not supported by a specific statutory and/or regulatory requirement is not prescriptive pursuant to Education Code 3308.5.